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GOVERNOR

STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY
MAINE EMERGENCY MEDICAL SERVICES
16 EDISON DRIVE
AUGUSTA, MAINE
04330



MICHAEL P. CANTARA
COMMISSIONER

JAY BRADSHAW
DIRECTOR

BOARD OF EMS MEETING
SEPTEMBER 3, 2003
9:30 AM
MAINE EMS CONFERENCE ROOM

MINUTES

Board Members: Carol Pillsbury (chair), Steve Leach (chair-elect), John Burton (ex-officio), John Alexander, Bob Ashby, Alan Azzara, Leo Bouchard, Oden Cassidy, Peter DiPietrantonio, Richard Doughty, Bill Dunwoody, Sue Dupler, Jim Farrell, Kevin Kendall, Jim McKenney, Wayne Werts

Regional Coordinators: Jim Caron, Donnie Carroll, Joanne LeBrun, Rick Petrie

Staff: Jay Bradshaw, Dwight Corning, Dawn Kinney, Drexell White

1. Introduction of Guests

None present.

2. Minutes of the June 4, 2003, meeting

**MOTION: To approve the minutes of the June 4, 2003, meeting as presented.
(Kendall; second by DiPietrantonio) Unanimous.**

To accommodate scheduling conflicts, the Investigation Committee Action Items were taken out of order, but are recorded in these minutes as listed in the agenda.

3. Old Business

None at this time

4. New Business

a. Legislative/Budget Items

Jay reported that MEMS has identified approximately 50% (\$25,000) of the amount required to fund the EMS Study bill. The office is awaiting a response to 2 grant requests to fund the balance (Highway Safety and Rural Health), which are expected in the immediate future.

The Study bill does have a requirement that the report be submitted to the Criminal Justice and Public Safety Committee in January 2004; however, because funding was not provided by the Legislature, the work is unable to begin until funding is secured. Jay has discussed this with the bill's sponsor (Rep. Tom Bull) and Commissioner Cantara will also be reporting on this at his meeting with the Committee later this week.

The estimates are that the project will take approximately 6 months to complete (after a contract is in place).

Due to a number of ongoing issues at the Department of Human Services, there has been no progress in the Memorandum of Understanding that will allow MEMS to receive federal funds to match state funds that are used for data, licensing, and quality assurance activities that benefit the MaineCare (Medicaid) program. It was hoped that this would be in place by July 1; however, at this point there is no new target date.

b. Operations Team Action Items

The Ops Team met on 9/2/03, but there are no items requiring Board action.

c. Investigations Committee Action Items

MOTION: To enter Executive Session to discuss pending investigation items (Werts; second by Ashby). Unanimous.

Executive session began at 9:25.

MOTION: To exit Executive Session. (Kendall; second by Farrell). Unanimous.

Executive session ended at 9:55.

MOTION: To summarily revoke the license of Denis Ducharme (license #11716) based upon the evidence presented (Kendall; second by Farrell). Unanimous, with one abstention (Werts).

MOTION: To ratify the Investigation Committee minutes of July 30, 2003, as amended. (Bouchard; second by Kendall). Unanimous.

MOTION: To ratify the consent agreement in case #03-06 (Dunwoody; second by Bouchard). Unanimous.

Consent agreement to include SBI background check every 6 months with the associated fees to be paid by the defendant.

MOTION: To ratify the consent agreement in case #03-01 (Bouchard; second by Kendall). Unanimous.

MOTION: To ratify the consent agreement in case #03-09, 10, & 11 (Bouchard; second by Dunwoody). Unanimous.

MOTION: To ratify the consent agreement in case #03-02 (Leach; second by Kendall). Unanimous.

MOTION: To ratify the consent agreement in case #01-14 (Alexander; second by Leach). Unanimous, with one abstention (Bouchard).

MOTION: To ratify the consent agreement with Shawn Evans (Ashby; second by Leach). Carried, with one Opposed (Alexander)

d. Education Committee Action Items

MOTION: To approve the revised the EMT-Intermediate Curriculum and EMT-Intermediate to Paramedic Bridge Course, and to require that these curricula be used for all programs after January 1, 2004; however, these curricula may be used prior to that date upon request. (Bouchard; second by Dunwoody). Unanimous.

e. DPS Strategic Planning

Jay reported that the Department of Public Safety is beginning the process to update its Strategic Plan. The current document was drafted in 1996 and now needs to be updated to reflect the many changes that have occurred over the past 7 years. This will be a regular agenda item for the next several months, and updates will be provided at future meetings.

f. Other

Jay reported that there were two candidates who expressed an interest in the state medical director position. Board members interested in being a part of the review panel are asked to speak with Carol so that she is able to make the appropriate panel appointment. The goal is to interview the candidates and present a recommendation for Board approval at the October meeting.

5. Staff Update

a. MEMS

1. Jay reported that progress continues on the update to the software that is used for licensing, continuing education, investigations, etc. The next critical date is September 15, which is the deadline for staff to identify programming “bugs”. Integration with the MEMS web site is also occurring and should be on schedule for a fall activation.
2. SBI Background checks for all personnel applicants will begin effective October 1, 2003.
3. MEMS is awaiting word on several grant applications: Rural Access to Emergency Devices, Rural Health FLEX Grant, Trauma-EMS, and Highway Safety. It is anticipated that a reply will be received in the next several weeks.
4. The annual evaluation for the MEMS Director is due. The Personnel Committee (Pillsbury, Leach, Bouchard, DiPietrantonio, and Dunwoody) will meet prior to the October Board meeting. Jay will provide a progress report on activities and goals in advance of that meeting.

b. MDPB

1. Dr. Burton reported that there are several items likely to appear on the MDPB agenda over the coming months:
 1. Acute MI management
 2. Airway management update
 3. Critical Care Ground Transport
 4. End tidal CO2 wave forms
 5. Prehospital CPAP

2. The next MDPB meeting will be on Wednesday, September 17 @ 9:30.

c. Other

1. The Board will be having its annual "Town Meeting" as part of the Mid Coast EMS (Samoset) Conference on Friday, November 14 @ 7:00 PM.

6. Other

a. Next Meeting

The next scheduled meeting will be on Wednesday, October 1, 2003, at 9:30 AM. The Personnel Committee will meet prior to the meeting at 8:30 AM.

The meeting adjourned at 11:15.